

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



October 29, 1997

ALL-COUNTY LETTER NO. 97-73

REASON FOR THIS TRANSMITTAL

- ☒ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☐ Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS
ALL ALTERNATE PAYMENT PROGRAM PROVIDERS
ALL RESOURCE AND REFERRAL AGENCIES

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS
(CalWORKs) IMPLEMENTATION -- CHILD CARE

REFERENCE: ACIN I-51-97, ACL 97-39, ACL 96-61, ACL 97-68, CFL 97/98-19,
AB 1542, CHAPTER 270, STATUTES OF 1997, AND AB 67, CHAPTER 606,
STATUTES OF 1997

The purpose of this letter is to provide counties with instructions for implementing the CalWORKs child care system established by Assembly Bill (AB) 1542, (Chapter 270, Statutes of 1997). The new CalWORKs child care system goes into effect on January 1, 1998.

CDSS is implementing the CalWORKs child care changes through this All-County Letter (ACL), as authorized by AB 1542. CDSS will be adopting emergency regulations reflecting the child care changes discussed in this letter as soon as possible, but no later than July 1, 1998.

Attached are guidelines and other materials to be used in implementing the new CalWORKs child care system (Attachment 1). The information and instructions in the attached documents were developed in conjunction with the CalWORKs Child Care Implementation Workgroup, which includes a number of county welfare department staff. These materials contain the level of detail on the program that county staff felt would be most helpful. For your information, we have also attached an index to the child care-related bill sections for AB 1542 (Attachment 2).

If you have any questions regarding the implementation of the CalWORKs child care system, please refer to the attached CDSS Contact List (Attachment 3) for the name and telephone number of the appropriate contact person.

Sincerely,

BRUCE WAGSTAFF
Deputy Director
Welfare to Work Division

Attachments

**IMPLEMENTING GUIDELINES FOR THE
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY
TO KIDS (CALWORKS) CHILD CARE PROGRAM**

Program Effective Date

Effective January 1, 1998, the following child care programs are repealed by AB 1542 (Chapter 270, Statutes of 1997): the Greater Avenues for Independence (GAIN) child care program; the Non-GAIN Education and Training (NET) child care program; the Cal-Learn child care program; the child care earned income disregard; the Supplemental Child Care (SCC) program; and the Transitional Child Care (TCC) program. The California Alternative Assistance Program (CAAP) is repealed effective October 3, 1997 by AB 67 (Chapter 606, Statutes of 1997). The repealed child care programs are replaced by the new California Work Opportunity and Responsibility to Kids (CalWORKs) child care structure established by AB 1542. The CalWORKs child care structure goes into effect on January 1, 1998. It is the intent of the Legislature that families experience no break in their child care services due to a transition between the three stages of child care services (EC Section 8350[b]).

Superseded Regulations

Effective January 1, 1998, AB 1542 will repeal the following regulations from CDSS Eligibility and Assistance Standards (EAS) Manual of Policy and Procedures: Supplemental Child Care (SCC) program, 44-500; Transitional Child Care (TCC) program, 47-100; GAIN child care, 42-750; Cal-Learn child care, 42-765; TCC informing (AFDC applicants), 40-107.141; TCC informing (recipient becomes ineligible), 40-173.8; Satisfactory progress, 42-740.14; Self-Initiated Program (SIP) for NET, 42-772.4; Satisfactory progress documentation, 42-772.47; AFDC income exemption (for GAIN, SCC and NET), 44-111.3(f), (g), (h); and the dependent care disregard, 44-113.217(a). All regulatory cross-references to these programs will also be repealed. The CAAP program is repealed effective October 3, 1997 by AB 67 (Chapter 606, Statutes of 1997). CAAP, 89-700 will be repealed effective January 1, 1998.

New Child Care Structure

AB 1542 replaces the separate welfare-related child care programs (GAIN child care, NET, Cal-Learn child care, SCC, TCC, CAAP, and the child care earned income disregard) with a three-stage child care system. The system is designed to help a CalWORKs family access immediate, short-term child care needed as the parent starts work or work activities and to insure that the family has stable, long-term child care necessary for the family to leave welfare. To accomplish this, the CalWORKs child care system has a three-stage design. Stage One begins with a family's entry into the CalWORKs program. Clients may be served in Stage

One for a maximum of six months. The six-month period may be extended if the county determines that the recipient's situation is too unstable to be shifted to the second stage, or if no funds are available in Stage Two. Stage Two begins after six months or after a recipient's situation has stabilized, or when the family is transitioning off CalWORKs. Clients leave Stage Two as soon as Stage Three funding is available. No family may continue to receive Stage Two child care after they have been off of aid for two years. Stage Three begins when a funded space is available for current and former CalWORKs recipients or families who receive diversion services (Education Code [EC] Section 8353). Clients leave Stage Three if their income exceeds 75 percent of the state median income, or if their children exceed the age limits of the program (EC Section 8354).

It is the intent of the Legislature that families experience no break in their child care services due to a transition between the three stages (EC Section 8350[b]). Although the funding source for the child care payment and the administering agency may change as the family moves from one child care stage to another, the family should be able to retain the same child care provider.

Responsibilities of the California Department of Social Services (CDSS)

Prior to CalWORKs implementation, CDSS supervised County Welfare Department (CWD) administration of all welfare-related child care programs (GAIN, NET, Cal-Learn, SCC, TCC, CAAP, and the child care earned income disregard). The child care provided by these programs started when the family first received welfare and continued up to two years after the family left aid. Effective January 1, 1998, CDSS will supervise Stage One child care (Welfare and Institutions [WIC] Section 11323.6).

Responsibilities of the California Department of Education (CDE)

Effective January 1, 1998, CDE will supervise Stage Two and Stage Three child care.

€ **Stage Two:** Stage Two child care will be administered by Alternative Payment Programs (APPs) contracting with CDE. The CWDs may choose to become an APP and may contract with CDE to provide Stage Two child care services.

€ **Stage Three:** Stage Three child care will be administered by agencies contracting with CDE. AB 1542 contains a number of conditions governing when a CWD can provide Stage Three child care.

€ **Broader Child Care System:** CDE will continue to administer subsidized child care services to eligible families through its contracted programs. It is the goal of CalWORKs to move recipients into this broader system.

While many families will move through the three stages as they move from welfare to stable work situations, some families may enter the system at other than Stage One. Others may skip from Stage One to Stage Three. Still others may obtain child care services in the greater

subsidized child care and development world rather than utilize the funds and services set aside for the three stages.

Additional information about Stage Two and Stage Three child care can be obtained from CDE. Attachment 3 lists CDE contacts.

Responsibilities of the CWD

The CWD is responsible for administering Stage One child care (EC Section 8351). Stage One child care begins when a person enters the CalWORKs program. The CWD can manage Stage One child care or contract with a public or private child care provider to provide any or all of the Stage One services (EC Section 8351[b] and WIC Section 11323.6).

The CWD is also responsible for initiating a family's transition from Stage One to Stage Two child care (WIC Section 11323.8). AB 1542 requires the CWD to move recipients out of Stage One as quickly as possible after the county determines that the need for child care is stable. The term "stable" is not defined and each CWD has the flexibility to define the term to suit its own program needs and the needs of recipient families. A recipient may be served in Stage One for a maximum of six months. However, the six-month time limit may be extended if the CWD determines that the recipient's situation is too unstable to be shifted to Stage Two or if a Stage Two funded space is not available (EC Section 8351[a]).

Role of the County Plan

AB 1542 requires each CWD to submit to CDSS a CalWORKs county plan. As part of this plan, the CWD is asked to describe how child care services will be provided to CalWORKs participants and how the CWD will transition families to Stage Two or Stage Three child care (WIC Section 10531[g]). Since AB 1542 only provides broad direction to CWDs on how to administer Stage One child care and since welfare reform encourages county flexibility, the CalWORKs county plan will play a key role in determining how each county administers child care services. Counties are encouraged to coordinate with local planning councils, local resource and referral programs and other interested entities in developing the child care system. In addition, the State's budget bill allocated approximately \$15 million to the Chancellor's Office of the California Community Colleges (COCCC) for the purpose of providing child care services to CalWORKs participants enrolled at the colleges. Counties are encouraged to work with their local community college districts to develop CalWORKs child care systems to meet participant needs.

Role of the Resource and Referral Programs

AB 1542 requires the CWD, as soon as possible, to refer CalWORKs families needing child care services to the local Resource and Referral program. The bill also requires Resource and Referral program staff to co-locate with the CWD's case management offices or to arrange some other means of swift communication with parents and CWD case managers. The role of

the Resource and Referral program under the CalWORKs program is to assist families to establish stable child care arrangements, including licensed or license-exempt care, as soon as possible (EC Section 8352). Counties are encouraged to work with the local Resource and Referral program to refer eligible CalWORKs participants to Stage Two and Stage Three waiting lists as soon as possible.

CDE, as the administrative agency overseeing the Resource and Referral programs, will be sending out a letter informing them of this section of the law.

Child Care Eligibility for Two-Parent Families

AB 1542 specifies that, to be eligible for federally-funded child care, both parents in a two-parent assistance unit must participate in work activities that meet the required hours of participation found in the Parental Responsibility and Work Opportunity Reconciliation Act (PL 104-193) (WIC 11322.8[b]).

Stage One Client Population (Eligible Participants)

AB 1542 specifies that necessary supportive services, including child care, shall be available to every CalWORKs participant in order to participate in the program activity to which he or she is assigned or to accept employment (WIC Section 11323.2). Stage One child care is available to eligible persons when they first enter the CalWORKs program (EC Section 8351).

Stage One Client Population (Eligible Children)

Under CalWORKs (WIC Section 11323.2), paid child care is available for participants who need child care for dependent children 10 years of age or younger. To the extent funds are available, CalWORKs child care is available to a participant with a dependent child in the assistance unit who needs paid child care if the child is 11 or 12 years of age (WIC Section 11323.2[a][1][B]).

Consistent with the principle of county flexibility, nothing prohibits CWDs from providing Stage One child care to a dependent child who is not otherwise eligible if the lack of child care would result in the caretaker not being able to participate in work activities.

What to do with TCC Families on January 1, 1998

Effective January 1, 1998, all TCC families receiving child care should be transitioned into Stage Three child care. If Stage Three funding is not available, TCC families should be referred to Stage Two child care. If there is no Stage Two or Stage Three child care funding available, these families can remain in Stage One until there is available funding in Stage Two or Stage Three. CWDs should be working with local APPs to facilitate this transition, and are encouraged to refer these clients to Stage Two and Stage Three waiting lists as soon as possible. CDSS suggests counties refer TCC participants to Stage Two child care before they refer other Stage Two-eligible families because TCC families' time in Stage One child care

could be counted against the federal 60-month time limit on aid. According to federal guidance, child care assistance is counted against the 60-month time limit when Temporary Assistance to Needy Families (TANF) funding is used to reimburse these costs. TCC families can receive Stage Two child care for up to two years after their aid is terminated.

Starting on January 1, 1998, the family fee schedule issued by CDE effective October 1, 1997 should be used for these families (Attachment 4, Management Bulletin Number 97-12mb dated July 1997). Because of the changes in the family fee schedule, some TCC participants may experience an increase in their family fee. Since this will result in a negative action for these clients, counties should issue a Notice of Action (NOA) to the affected clients.

What to do with Families Terminated from Aid on January 1, 1998 because of the Implementation of CalWORKs

Effective January 1, 1998, some recipient families who have earned income may lose eligibility for a cash grant because of the new CalWORKs grant structure. These families should be transitioned into Stage Three child care, if there is funding available, or Stage Two. Families are eligible for Stage Two child care for up to two years after their aid is terminated. If there is no Stage Two or Stage Three child care funding available, these families can remain in Stage One until there is available funding in Stage Two or Stage Three.

Starting on January 1, 1998, the family fee schedule issued by CDE effective October 1, 1997 should be used for these families (Attachment 4, Management Bulletin Number 97-12mb dated July 1997).

What to do with Income Disregard and SCC Families on January 1, 1998

The child care earned income disregard and the SCC program were repealed by AB 1542 effective January 1, 1998. Recipients who are eligible for the child care earned income disregard and the SCC program will instead be eligible to receive child care services under the new CalWORKs child care system. Starting January 1, 1998, these recipients should be served in Stage Two child care. However, if funding is not available in Stage Two to provide child care services or if the CWD determines that a recipient's situation is too unstable, the recipient can initially receive Stage One child care and then be moved to Stage Two when appropriate.

All Stage One and Stage Two rules apply to families that were receiving the income disregard and SCC. This includes paying providers directly, applying the 75 percent of the State Median Income (SMI) family income limit, child care rates not exceeding 1.5 standard deviations of the Regional Market Rate, etc. License-exempt child care providers who were providing child care before January 1, 1998 will be grandfathered for purposes of meeting Trustline registration and health and safety requirements. However, when the family changes providers or the provider provides child care to additional children, the provider must meet Trustline and health and safety requirements.

Currently, recipients who claim the child care earned income disregard are reimbursed for child care costs by receiving a larger welfare grant two months after they incurred the expenses. Effective January 1, 1998, the current child care earned income disregard will not be reflected in the grant computation. This means that the January and February welfare grants will not be increased to offset the child care costs incurred by recipients in November and December 1997. Counties will need to issue separate checks directly to recipients during January and February 1998 to reimburse them for child care costs that were incurred and documented during the months of November and December 1997. Counties may use the former SCC payment system to make these payments (even though the SCC program will no longer be in effect) or may use any other payment system.

What to do with Families Currently Receiving GAIN, Cal-Learn or NET Child Care on January 1, 1998

Effective January 1, 1998, recipients receiving GAIN, Cal-Learn and NET child care will receive Stage One child care. When the county determines that the need for child care is stable and funding is available in Stage Two child care, the county should transfer these families to Stage Two.

Cal-Learn participants can continue to access child care under any state or federal child care programs including school-based programs, if available, or through Stage One.

What to do with CAAP Families on January 1, 1998

CAAP provided child care assistance and Medi-Cal benefits to families who were eligible for, but declined a cash grant. AB 67 (Chapter 606, Statutes of 1997) eliminated CAAP by repealing WIC Section 11280 effective October 3, 1997. However, these participants should not experience a break in child care services. Counties are instructed to begin phasing these participants out of CAAP child care and into the CalWORKs child care system as soon as possible, but no later than January 1, 1998. However, if any CAAP families remain in a county's caseload after January 1, 1998, they should be referred to the county's CDE APP contracted child care agency for determination of available services. CAAP families should be notified that their CAAP benefits are being terminated and that they may reapply for CalWORKs benefits, including child care.

What to do with Diversion Families Effective January 1, 1998

AB 1542 authorizes counties to offer applicants lump sum diversion payment or service instead of applying for CalWORKs. AB 1542 specifies that diversion families are eligible for Stage Three child care services (EC Section 8354[a]). Diversion families should be referred to the county's CDE contracted APP child care agency. If child care funding is not available through CDE, lump sum diversion payments can include child care. The lump sum payments can be designated solely for child care or for child care and other diversion payments. If Stage Three child care or other funding sources are not available for subsidized child care, diversion

clients may be served in Stage Two child care. Please refer to the ACL on the Diversion Program (ACL 97-68).

Maximum Reimbursement Rates (New Rate of 1.5 Standard Deviations for all Child Care)

Currently, the welfare-related child care programs have different maximum reimbursement rates. GAIN and Cal-Learn child care costs are reimbursed up to 1.5 standard deviation above the mean RMR for the cost of child care. NET, SCC, CAAP and TCC child care costs are reimbursed up to the 75th percentile of the RMR. The child care earned income disregard is reimbursed up to either \$175 or \$200 a month, depending on the age of the child.

Effective January 1, 1998, the maximum payment rate for all CalWORKs child care is set at 1.5 standard deviation above the mean market rate (EC Section 8357). The cost of child care reimbursed by counties or agencies that contract with CDE must be within the regional market rate (RMR) (EC Section 8357[a]). Reimbursement for child care services may not exceed the fee charged to private clients for the same service (EC Section 8357[b]).

All County Letter (ACL) 97-39, dated July 17, 1997, transmitted the maximum reimbursement rates for all of the current child care programs. For child care costs incurred on or after January 1, 1998, CWDs should only use the pages in ACL 97-39 which are entitled "1.5 Standard Deviations Above The Mean" when determining the maximum payment rate.

Eligible Providers

The types of child care providers which can be selected by parents remain unchanged under the new CalWORKs child care system. AB 1542 reinforces the principle of parental choice by specifying that families receiving CalWORKs child care shall be allowed to choose the services of licensed child care providers or child care providers who are, by law, not required to be licensed (EC Section 8357[a]). In addition, new statutory language confirms that child care exempt from licensure is a valid parental choice of care (EC Section 8208.1). The statute also requires county welfare departments and APPs to encourage all providers to obtain training and education in basic child development (EC Section 8358[c]).

Parental Complaints

ACL 96-61, dated November 5, 1996, required CWDs to implement a process to record complaints received about license-exempt child care providers and to provide this information to the public on request. AB 1542 requires CDE and CDSS, by January 31, 1998, to design a standard complaint process for license-exempt child care (EC Section 8358[b][1]). However, until the new process is completed, CWDs should continue to use the parental complaint process described in ACL 96-61 for license-exempt providers. CDSS Community Care Licensing Division regional offices will continue to record and provide parental complaint information regarding licensed child care facilities.

Confidentiality

AB 1542 did not change the confidentiality provisions in WIC Section 10850. As provided in that section, all participant/recipient information shall be kept confidential and shall not be open to examination for any purpose not directly connected with the administration of public social services, or as otherwise authorized. However, because APPs, Resource and Referral programs and child care providers are an integral part of Stage One child care service delivery, as specified as in AB 1542, client confidentiality would not be violated as long as the communication with any of these entities is directly related to providing Stage One child care services to CalWORKs participants, or transition to Stage Two or Stage Three child care. In exchanging client information for purposes of administering the seamless child care program, these agencies are bound by the same confidentiality requirements.

Family Fees

AB 1542 placed all child care programs requirements in the Education Code. Consequently, Education Code requirements apply to all stages of child care. This includes family fee provisions (EC Section 8263[f]). Effective January 1, 1998, the family fee schedule issued by CDE effective October 1, 1997 will be used for all families receiving subsidized child care (Attachment 4, Management Bulletin Number 97-12mb dated July 1997). This bulletin is attached to the ACL to allow counties to determine whether CalWORKs participants will have to pay a fee. Counties are not required to use this bulletin to determine eligibility for CalWORKs child care. Most CalWORKs child care families will not pay fees because their monthly income is below 50 percent of the state median income (SMI). However, previous TCC families may have a fee, depending on their income level.

Methods of Payment

Currently, CWDs usually issue child care payments directly to recipients as reimbursement for expenses the recipients have incurred. AB 1542 requires CWDs to pay child care providers directly, including license-exempt child care providers, for child care services. However, to allow counties sufficient time for the development of the administrative systems necessary to issue direct child care payments to providers rather than to parents, AB 1542 allows counties to continue to make child care payments to recipients for up to six months, or until July 1, 1998 (EC Section 8357[e]).

Reimbursement for child care services may not exceed the fee charged to private clients for the same service (EC Section 8357[b]). Child care payments for CalWORKs participants may be paid on a per month, per week, per day, or per hour basis depending on the participant needs and the contractual terms used by the care providers to charge private clients for the same services. They may be paid in advance or after the services are provided, depending on how the provider charges private clients for these services. For example, if a provider charges private clients a flat rate per month, paid in advance, regardless of the hours a child is in care, counties may pay the same for CalWORKs participants. If a provider charges private clients at

an hourly rate based on the number of hours a child is in care, after the care has been provided, counties may pay for child care using the same payment schedule used for private clients.

Erroneous Payments, Overpayments and Underpayments

AB 1542 requires counties to take all “reasonable” steps necessary to promptly correct any overpayment or underpayment of supportive services payments to a recipient or a service provider, consistent with procedures developed by CDSS (WIC Section 11323.4[b]). Counties should identify and track any overpayments involving recipients or providers, and pursue collection of those overpayments. Overpayments resulting from suspected fraud on the part of the recipient or provider should be referred for investigation, subject to the county’s criteria for fraud referrals. Counties may not offset the child care overpayment against the CalWORKs grant unless the recipient agrees or volunteers.

For child care payments, CDSS will not be developing any additional payment correction procedures. Counties have the option to develop their own procedures for correcting child care overpayments, underpayments and erroneous payments. In developing county procedures and in defining “reasonable steps,” counties may want to consider the cost of collection versus the amount to be collected and establish a threshold below which collections are not considered cost effective. If payments are made to a provider for services rendered in good faith during a period when the participant was not eligible for child care because he/she was not participating in the CalWORKs Welfare to Work activity, the participant is responsible for the erroneous payment.

Intercounty Transfers

Currently, only the TCC program has mandated intercounty transfer procedures. Effective January 1, 1998, there will be no state-mandated intercounty transfer procedures for any Stage One child care services.

State Hearings

The right to state hearings will continue under the state welfare reform provisions enacted by AB 1542. While these guidelines permit counties maximum flexibility in the implementation of welfare-to-work activities, participants continue to have all existing due process rights (WIC Section 10950 et seq.). Participants may request a state hearing to review actions taken pursuant to county procedures developed to implement these welfare-to-work provisions.

Child Care Informing Notice

Counties must send an informing notice to recipients describing the changes that go into effect on January 1, 1998. CDSS is providing an informing notice containing general changes from the law (Attachment 5). Counties may alter this notice to meet their specific needs.

Child Care Forms

Effective January 1, 1998, CDSS will be obsoleting all existing child care program forms. Attachment 6 provides a list of obsolete child care forms. CWDs will have the flexibility to develop and use their own child care program forms. However, at the recommendation of the Workgroup, and to assist those counties that wish to use it, CDSS is providing a temporary form (TEMP 2145) which can be used to capture needed recipient and provider child care information. A reproducible copy of the form is attached (Attachment 7). Counties should call the Forms Management Bureau at (916) 657-1907 or CALNET at 437-1907 for camera-ready copies of this form in any language. However, counties that have provided Language Services Bureau with a county contact and the specific languages (Spanish, Chinese, Cambodian and Vietnamese) will automatically be sent the form in those languages as soon as the document is translated.

CDSS is also working with county representatives to develop a permanent model form to replace the TEMP 2145. The model form will be provided to CWDs by January 1998 and will be available on disk at county request. Both the temporary form and the model form can be used at county option, and form modification will not require CDSS approval. Counties are responsible for obtaining their own translations of any county-developed forms or any modifications to CDSS forms.

Child Care Notices of Action (NOAs)

Effective January 1, 1998, CDSS will be obsoleting all existing child care NOAs. Attachment 8 provides a list of obsolete child care NOAs. CDSS will provide the message language to be used for Stage One child care NOAs. Reproducible copies are attached (Attachment 9). Counties should call the Forms Management Bureau at (916) 654-1907 or CALNET at 437-1907 for camera-ready copies of these forms in any language. However, counties may call Language Services Bureau at (916) 654-1282 or CALNET 437-1282 to provide a county contact and the specific languages (Spanish, Chinese, Cambodian and Vietnamese) will automatically be sent the forms in those languages as soon as the documents are translated.

Counties will continue to be required to inform clients of their rights and responsibilities and to notify them 10 days prior to program eligibility changes which affect them.

Fiscal Information

The Fiscal Policy Bureau, in collaboration with the County Welfare Directors' Association (CWDA) Cost Allocation Plan (CAP) Workgroup, recently received federal approval of amendments to the CWD CAP, allowing counties greater flexibility for distributing administrative costs and improving methods of charging costs directly to benefiting functions and programs, including one-time start-up costs for new programs and/or program expansions. Related time study and claiming information has been transmitted via a County Fiscal Letter.

This flexibility will prove useful as counties begin program and financing strategies under the TANF/CalWORKs block grant.

Currently, the CDSS/CWDA CAP Workgroup is in the process of developing additional CAP amendments in order to meet the needs of CalWORKs. It is expected that, with the combining of the AFDC and GAIN programs (including Stage One child care components formerly reported to these programs) under CalWORKs, consolidation of program codes will likewise be accomplished.

Implementing time study instructions will be released in December 1997, effective with the January-March 1998 quarter.

Data Reporting

Effective January 1, 1998, the former Title IV-A child care programs will be replaced by the CalWORKs three-stage child care system. AB 1542 requires CDSS and CDE to report data about child care usage and the demand in each of the three stages to the Department of Finance and the Joint Legislative Budget Committee for fiscal planning. The CWDs and APPs must report similar data to CDE or CDSS and the local planning councils on a quarterly basis.

CDSS is currently assessing reporting requirements and management information needs relative to CalWORKs child care. Acknowledging the necessity to address data reporting needs as expeditiously as possible, the Information Services Bureau has met with county staff over the past several weeks to review these issues. Meetings began in August to begin addressing the most critical reporting issues. We anticipate that child care reporting will be resolved over the next month. Counties will receive instructions in a subsequent letter regarding reporting requirements for the child care program.

**ASSEMBLY BILL 1542
CHAPTER 270, STATUTES OF 1997
MAJOR CHILD CARE-RELATED BILL SECTIONS**

<u>BILL SECTION</u>	<u>CODE SECTION</u>	<u>DESCRIPTION</u>
2	Add Education Code (EC) 8208.1	License-exempt child care is valid parental choice.
3 & 4	Add EC 8216 & 8225	Direct service programs that are also APPs or R&Rs must make at least 4 child care referrals.
5	Amend EC 8263	EC priorities for services do not apply to CalWORKs child care. EC family fees do apply to all stages of child care.
6	Add EC 8263.1	Define income eligibility criteria for subsidized child care; grandfather-in families who would be discontinued.
9	Amend EC 8286	Require existing advisory board, which assists in developing child development state plan, to also coordinate with local planning councils. Amend membership.
10	Repeal EC 8350-58	Repeal At Risk Child Care Program.
11	Add EC 8350-59.1	Establish three-stage child care program for CalWORKs.
12	Add EC 8481	Literacy and recreation child care programs for schoolage children.
13	Add EC 8499.7	Establish new Local Child Care Planning Council statutes.
14	Repeal EC 8499.8	Repeal existing Local Child Care Planning Council statutes.
32	Add Welfare & Institutions Code (WIC) 10530-32	County CalWORKs plans: process, contents, timelines.
33	Add WIC 10540-44.317	CalWORKs Outcome Incentives Monitoring: state and county responsibilities.
58	Add WIC 11266.5	Establish lump sum diversion program for aid applicants in lieu of aid.

<u>BILL SECTION</u>	<u>CODE SECTION</u>	<u>DESCRIPTION</u>
65	Amend WIC 11320.3	Individuals not required to participate in welfare-to-work activities.
86	Add WIC 11322.8	To be eligible for federally funded child care, both parents in a two-parent assistance unit must participate in work activities that meet federal participation requirements.
90	Amend WIC 11323.2	Supportive services available to welfare-to-work participants. Includes age limits for child care.
91	Amend WIC 11323.4	Payments for supportive services and overpayment/underpayment of supportive services correction.
92	Repeal WIC 11323.6	Repeal language describing child care reimbursement criteria.
93	Add WIC 11323.6	CDSS to supervise Stage One child care; counties may contract with public and private child care entities.
94	Repeal WIC 11323.8	Repeal language describing CWD child care responsibilities and contract abilities.
95	Add WIC 11323.8	Specify CWDs to manage participant's transition from Stage One child care to Two and, if contracted to do so, Stage Two to Three.
96	Amend WIC 11324	Amendments to language setting out license-exempt child care requirements.
104	Add WIC 11325.1	Job training program child care reimbursement governed by EC.
139	Repeal WIC 11451.6	Repeal child care earned income disregard.
140	Repeal WIC 11451.7	Repeal Supplemental Child Care program.
156	Repeal WIC 11500-15	Repeal Transitional Child Care program.
157	Add WIC 11500	Employment retention services for current and former recipients.

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES -- LIST OF CONTACTS

Stage One Child Care	Child Care Section (Please specify topic and secretary will route call)	(916) 657-2144
Data Reporting	Information Services Bureau Webb Hester	(916) 324-4253
Fiscal Policy Claiming Issues	Fiscal Policy Bureau	(916) 657-3440
Forms	Forms Management Bureau	(916) 657-1907
Translations	Language Services Bureau	(916) 654-1282

CALIFORNIA DEPARTMENT OF EDUCATION -- County Contact Listing

Alameda	Garcia Gaspar	Madera	Joe Martinez	San Luis Obispo	Mari Fitch
Alpine	Joe Martinez	Marin	Garcia Gaspar	San Mateo	Garcia Gaspar
Amador	Joe Martinez	Marisposa	Joe Martinez	Santa Barbara	Mari Fitch
Butte	Tom Puckett	Mendocino	Tom Puckett	Santa Clara	Marie Murata
Calaveras	Joe Martinez	Merced	Joe Martinez	Santa Cruz	Marie Murata
Colusa	Tom Puckett	Modoc	Tom Puckett	Shasta	Tom Puckett
Contra Costa	Dan Cross	Mono	Joe Martinez	Sierra	Tom Puckett
Del Norte	Tom Puckett	Monterey	Marie Murata	Siskiyou	Tom Puckett
Eldorado	Pilo Salas	Napa	Tom Puckett	Solano	Tom Puckett
Fresno	Joe Martinez	Nevada	Tom Puckett	Sonoma	Pilo Salas
Glenn	Tom Puckett	Orange	Dan Cross	Stanislaus	Joe Martinez
Humboldt	Tom Puckett	Placer	Pilo Salas	Sutter	Tom Puckett
Imperial	Allen Eister	Plumas	Tom Puckett	Tehama	Tom Puckett
Inyo	Joe Martinez	Riverside	Allen Eister	Trinity	Tom Puckett
Kern	Allen Eister	Sacramento	Pilo Salas	Tulare	Allen Eister
Kings	Mari Fitch	San Benito	Marie Murata	Tuolumne	Pilo Salas
Lake	Tom Puckett	San Berdu	Allen Eister	Ventura	Mari Fitch
Lassen	Tom Puckett	San Diego	Francis Louie	Yolo	Tom Puckett
Los Angeles	Francis Louie	San Francisco	Mari Fitch	Yuba	Tom Puckett
Los Angeles	Maureen Lu	San Joaquin	Pilo Salas		
Los Angeles	Cindy Betts				

Cindy Betts (916) 327-1021

Dan Cross (916) 323-1341

Allen Eister (916) 323-1303

Mari Fitch (916) 323-1317

Maureen Lu (916) 324-8649

Joe Martinez (916) 323-7833

Marie Murata (916) 323-2133

Pilo Salas (916) 323-1328

Garcia Gaspar (916) 323-1309

Francis Louie (916) 322-4241

Tom Puckett (916) 322-4275

California Department of Education-Child, Youth and Family Services Branch

Child Development
Division

MANAGEMENT
BULLETIN

Main Office Number (916) 322-6233

Subject: CHILD DEVELOPMENT FEE SCHEDULE	No. 97-12mb
Authority: EDUCATION CODE, SECTION 8263(f)	Date: July 1997
	Expires: June 30, 1998

ATTENTION: Executive Officers and Program Directors
of Child Development Programs

In accordance with Education Code 8263(f), the Superintendent of Public Instruction is authorized to establish a fee schedule for families utilizing child care and development services pursuant to Chapter 2 (Sections 8200 et al) of Part 6 of Title I of the Education Code. This Management Bulletin transmits a revised Family Fee Schedule and instructions which is effective **October 1, 1997**. This revised schedule adjusts the gross monthly income amounts to the current State median income (SMI) as determined by the California Department of Finance.

This schedule applies to all child care and development services funded by the California Department of Education except those provided under the following programs: Bay Area Severely Handicapped, School-Age Parenting and Infant Development (SAPID), and Resource and Referral; and to those services provided under State Child Protective Services. Referrals for Child Protective Services provided with federal funding shall charge a fee according to the attached schedule, unless the referring protective services worker recommends a waiver of the fee and the contracting agency agrees to such a waiver.

Whenever a fee is assessed or increased, a Notice of Action must precede the change as specified in the Funding Terms and Conditions. The proper citation to be included on the Notice of Action is "Education Code Section 8263(f), Revised Fee Schedule effective October 1, 1997."

All incomes less than 50 percent of the SMI are considered to be below the state poverty level for the child development program, and no fees are assessed.

Note that as in past years, the fee schedule starts with gross family incomes at 50 percent of the SMI and ends at 100 percent of SMI. The threshold for state eligibility at 84 percent of SMI and federal eligibility at 75 percent of SMI are, likewise, designated.

IMPORTANT TO NOTE:

Currently, there are many proposals before the Legislature relative to implementing welfare reform in California that may impact eligibility for child development programs. One of these proposals is to have a single eligibility threshold at 75 percent of SMI for both state and federally funded child development programs. While updating the SMI will help some families from becoming ineligible, the Department recognizes that other families may still be in jeopardy of losing their eligibility under such a proposal. Therefore, we support the language that "grandfathers" existing families above the proposed 75 percent threshold to remain eligible until they reach the top of the new fee schedule at 100 percent of SMI.

In addition, the proposed 1997 Budget Act requires the Department to redesign the structure of the fee schedule. Assuming this provision is enacted, we will be developing this new fee schedule during the fall.

Until the 1997 Budget Act, and any accompanying trailer legislation, are enacted, there will be many unanswered questions regarding what will be law. Please follow what is currently law, which is what is shown on the attached fee schedule. We will be contacting you with follow-up instructions as soon as we know how the new laws will apply.

If you have any concerns regarding the use of the revised schedule, please contact your assigned consultant in the Child Development Division

(Original Signed by:)

Maria Balakshin, Director
Child Development Division

(Original Signed by:)

Jane -Irvine Henderson, Ph.D.
Deputy Superintendent
Child, Youth and Family Services Branch

Attachment

Family Fee Schedule

Family Size													
1.* Part-time Daily Fee	2.* Full-time Daily Fee												3.* Hourly Fee
		1-2	3	4	5	6	7	8	9	10	11	12	
1.00	2.00	1557	1669	1854	2151	2447	2503	2559	2614	2670	2725	2781	0.20
1.20	2.40	1620	1735	1928	2237	2545	2603	2661	2719	2777	2834	2892	0.24
1.40	2.80	1682	1802	2002	2323	2643	2703	2763	2823	2883	2943	3003	0.28
1.70	3.40	1744	1869	2076	2409	2741	2803	2866	2928	2990	3052	3115	0.34
2.00	4.00	1807	1936	2151	2495	2839	2903	2968	3032	3097	3161	3226	0.40
2.30	4.60	1869	2002	2225	2581	2937	3003	3070	3137	3204	3270	3337	0.46
2.60	5.20	1931	2069	2299	2667	3035	3104	3173	3242	3311	3379	3448	0.52
2.90	5.80	1993	2136	2373	2753	3133	3204	3275	3346	3417	3488	3560	0.58
3.20	6.40	2056	2203	2447	2839	3230	3304	3377	3451	3524	3598	3671	0.64
3.50	7.00	2118	2269	2521	2925	3328	3404	3480	3555	3631	3707	3782	0.70
3.80	7.60	2180	2336	2596	3011	3426	3504	3582	3660	3738	3816	3893	0.76
4.10	8.20	2243	2403	2670	3097	3524	3604	3684	3764	3844	3925	4005	0.82
4.55	9.10	2305	2470	2744	3183	3622	3704	3787	3869	3951	4034	4116	0.91
4.55	9.10	2336	2503	2781	3226	3671	3754	3838	3921	4005	4088	4172	0.91
5.00	10.00	2367	2536	2818	3269	3720	3804	3889	3973	4058	4143	4227	1.00
5.45	10.90	2429	2603	2892	3355	3818	3905	3991	4078	4165	4252	4338	1.09
5.90	11.80	2492	2670	2966	3441	3916	4005	4094	4183	4272	4361	4450	1.18
6.35	12.70	2554	2737	3041	3527	4014	4105	4196	4287	4378	4470	4561	1.27
6.80	13.60	2616	2803	3115	3613	4111	4205	4298	4392	4485	4579	4672	1.36
7.25	14.50	2679	2870	3189	3699	4209	4305	4401	4496	4592	4688	4783	1.45
7.70	15.40	2741	2937	3263	3785	4307	4405	4503	4601	4699	4797	4895	1.54
8.15	16.30	2803	3003	3337	3871	4405	4505	4605	4705	4806	4906	5006	1.63
8.60	17.20	2866	3070	3411	3957	4503	4605	4708	4810	4912	5015	5117	1.72
9.05	18.10	2928	3137	3486	4043	4601	4705	4810	4915	5019	5124	5228	1.81
9.50	19.00	2990	3204	3560	4129	4699	4806	4912	5019	5126	5233	5340	1.90
9.95	19.90	3052	3270	3634	4215	4797	4906	5015	5124	5233	5342	5451	1.99
10.40	20.80	3115	3337	3708	4301	4895	5006	5117	5228	5340	5451	5562	2.08

Note: The fee schedule begins at 50% of the state median income (SMI). All gross monthly income below 50% is considered state poverty level, and no fee is assessed. Families funded under the Federal Block Grant are eligible until their incomes, adjusted for family size, reach 75% of the SMI level as underlined above. Families in State funded programs are eligible until their incomes, adjusted for family size, reach 100% of the SMI. The shadowed box indicates 84% of the SMI, adjusted for family size.

*Definitions on reverse.

Directions for the Child Development Fee Schedule

Eligibility for Child Development Services

State Funded Services:

A family whose gross monthly income, adjusted for family size, is at or below 84 percent of the state median income (SMI) is eligible for state subsidized child development services. The 84 percent level is shown in the shadowed box on the schedule. Any family, according to size, receiving state funded child development services whose gross monthly family income increases beyond 100 percent of SMI becomes ineligible for state subsidized child development services.

Federally Funded Services:

A family whose gross monthly income, adjusted for family size, is at or below 75 percent of the SMI is eligible for federally subsidized child development services. The 75 percent level is underlined on the schedule. Any family, according to size, receiving federally funded child development services whose gross monthly family income increases above the 75 percent threshold of income shown on the schedule becomes ineligible for federally subsidized child development services.

School Age Community Child Care Program:

This program may be funded under either or both federal and state resources and the above eligibility criteria will apply accordingly with the fund source. Unique to only this program is the reimbursement adjustment for a quarter day (less than 2.5 hours per day). Families served at this level shall be charged a fee equal to one-half of the part-time fee shown on the schedule. *Example.- A family of three whose gross monthly income is \$2,450 and whose child with the longest period of service is less than 2.5 hours per day will be assessed one-half of the part-time fee of \$4.10 = \$2.05 per day.*

Definitions of Enrollment Periods

Alternative Payment

Full-time:	Enrollment for 7 hours or more of care per day.
Part-time:	Enrollment for fewer than 7 hours of care per day.

Center-Based Care

Full-time:	Enrollment for 6.5 hours or more of care per day.
Part-time:	Enrollment for fewer than 6.5 hours of care per day.

Hourly Family Fee	To be used as applicable.
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Child Care Informing Notice

A new law has been passed. On January 1, 1998, the following child care programs will end:

- € Greater Avenues for Independence (GAIN) program
- € Non-GAIN Education and Training (NET) program
- € Cal-Learn Child Care program
- € Child Care Earned Income Disregard program
- € Supplemental Child Care (SCC) program
- € Transitional Child Care (TCC) program
- € California Alternative Assistance Program (CAAP)

On January 1, 1998, a new seamless child care program will begin. Under this new program, sometime before July 1, 1998, you will no longer receive money directly to pay for your child care. You will not be required to pay for child care for which the county welfare department would have paid you back. Your child care provider will be paid directly. Once your work or training and child care is stabilized, you may be referred to an Alternative Payment Program (APP) child care worker to receive your child care services. When this happens, you will no longer report your child care information to your county worker. You will meet with the APP worker to obtain child care services.

LIST OF OBSOLETE CHILD CARE FORMS
(List Excludes Translated Forms in Most Cases)

TCC 1

TITLE: Application for Transitional Child Care Benefits Coversheet and Longform

TCC 1A

TITLE: Application for Transitional Child Care Benefits Coversheet and Shortform

TCC 11 ENG/SP

TITLE: You May Get Money to Help Pay Part of Your Child Care

TCC 12

TITLE: ICT Reminder-Recipient Moves To A New County

TCC 12 SP

TITLE: ICT Reminder-Recipient Moves To A New County ICT Reminder

TCC 13

TITLE: Do You Need Help Paying For Your Child Care? Information Sheet

TCC 30

TITLE: Transitional Child Care Worksheet

TCC 30A

TITLE: Family Fee Worksheet Transitional Child Care

TCC 43

TITLE: Request For Transitional Child Care Payment

TCC 43 SP

TITLE: Request For Transitional Child Care TCC Payment

TCC 83

TITLE: Transitional Child Care (TCC) Repayment Agreement

TCC 84

TITLE: Transitional Child Care Overpayment Report

TCC 85

TITLE: TCC Status Report

TCC 85 SP

TITLE: TCC Status Report

NET 2

TITLE: Request for Non-GAIN Education or Training Benefits

NET 2 COVER ENG/SP

TITLE: Request for Non-GAIN Education or Training (NET) Child Care Coversheet

NET 2

TITLE: Request for Non-GAIN Education and Training Benefits

TEMP NET 5

TITLE: (NET) Child Care Repayment Agreement

TEMP NET 5

TITLE: Child Care Repayment Agreement

TEMP SCC 3

TITLE: Change in Status for Title IV A Child Care AB 2184

TEMP SCC 2

TITLE: Determination for Title IV A Child Care AB 2184

TEMP SCC 4 ENG/SP

TITLE: Important Notice (SCC) Program

SCC 6

TITLE: Monthly Child Care Eligibility Report

SCC 7

TITLE: Child Care Payment Calculation Worksheet

TEMP 2071

TITLE: GAIN County Performance Demo Project (CPDP) Grant Reduction Worksheet
for Fiscal Year

SCC 10 ENG/SP

TITLE: Child Care Repayment Agreement

TEMP SCC 3

TITLE: Change in Status for Title IV A Child Care

TEMP SCC 2

TITLE: Determination for Title IV A Child Care AB 2184

SCC 10 ENG/SP

TITLE: Child Care Repayment Agreement

SCC 5 ENG/SP

TITLE: Supplemental Child Care (SCC) Program Information

CAAP 100 ENG/SP

TITLE: California Alternative Assistance Program (CAAP) Information

CaWORKs CHILD CARE ELIGIBILITY REPORT**Instructions:**

- If you have approved child care costs and want a payment, fill out and return this report to your worker by the 5th of each month with your CA 7/SAWS 7. If a complete report is not in by the 11th, your child care benefits may be late, denied, or stopped.
- PART A must be filled out by you and PART B, on the back of this form, must be filled out by each child care provider. If needed, ask your worker for more copies.

PART A - PARTICIPANT FILLS IN THIS SECTION.

1. MONTH/YEAR OF REQUEST	2. NAME (FIRST, MIDDLE, LAST)	CASE NAME, IF DIFFERENT	HOME PHONE ()
WORK PHONE, IF APPLICABLE ()	ADDRESS (STREET, CITY, STATE, ZIP CODE)		

3. List the number of hours you worked or participated in a CaWORKs county approved activity each day in the month. (Do not write in the blanks on days you did not go to work or did not participate in a county approved activity.) Attach proof.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL HOURS

4. List your normal work or CaWORKs county approved activity hours.
For example: Monday-Thursday, 8:00 a.m. to 5:00 p.m.; Saturday, 1:00 p.m.-5:00 p.m., Sunday 1:00 p.m. - 4:00 p.m. and 6:00 p.m. - 9:00 p.m.

5. It takes me _____ hours _____ minutes each day to go to and from my child care provider(s) and where I go to work and/or other CaWORKs county approved activity.

CHILD'S NAME	BIRTHDATE	AGE	PROVIDER'S NAME	AMOUNT PAID

6. My child care provider has changed since my last request for a child care payment. (If "yes", your new provider must be approved before you can get a payment.) ☐ YES ☐ NO

7. I am receiving child care subsidies from another source. (If "Yes", please describe) ☐ YES ☐ NO

COUNTY USE ONLY

Date Received:

Worker Number:

Case Name:

Case Number:

(✓) the boxes below when the status for each has been verified.

☐ Total Hours Verified☐ Evening/weekend Hours

For License Exempt Provider

☐ Applied For Trustline☐ Trustline Registered☐ Exempt From Trustline☐ RMR Changed**CERTIFICATION**

I understand that:

- I am certifying I worked or participated in other CaWORKs county approved activity on the days and hours listed above.
- Any statements made on this form are subject to investigation and verification.
- I have the right to choose the child care provider who is best for me and my child(ren).
- The provider must have a license or be exempt from having a license in order for me to get a child care payment.
- If I choose a license exempt child care provider, (s)he must apply for or be Trustline registered and meet Health & Safety Certification criteria unless (s)he is an aunt, uncle, grandparent, exempt school or recreation program providing care.
- The information on this form may be shared with other state and local agencies, resource & referral programs, alternative payment programs and federal agencies, including the Internal Revenue Service (IRS) and the Franchise Tax Board (FTB).
- I must pay back any child care payments I am not entitled to get.
- The county does not act as the child care provider's employer, and does not have a business relationship with the child care provider when a child care payment is paid.
- If I choose child care in my home, I am the employer and am responsible for the social security tax. I also understand that if I have the child care provider work 20 hours a week or more in my home, I have to pay at least minimum wage and be responsible for state disability, and federal and state unemployment taxes according to the Fair Labor Standards Act (FLSA).
- I am authorizing the county to get any verification necessary to process this request.

I declare under penalty of perjury under the laws of the United States of America and the State of California that the information contained in PART A on this report is true and correct.

SIGNATURE OF RECIPIENT

DATE

PART B - ONLY CHILD CARE PROVIDER FILLS IN THIS SECTION.**Month/Year of Request:** _____

1. PROVIDER'S NAME (FIRST, MIDDLE, LAST) OR NAME OF FACILITY _____

SOCIAL SECURITY NUMBER/TAX ID NUMBER (OPTIONAL) _____

ADDRESS WHERE CARE IS PROVIDED _____

NUMBER _____

STREET _____

CITY _____

STATE _____

ZIP CODE _____

PHONE _____

()

BILLING ADDRESS, IF DIFFERENT THAN ABOVE.

ADDRESS _____

NUMBER _____

STREET _____

CITY _____

STATE _____

ZIP CODE _____

PHONE _____

()

2. I provided child care in: ☐ My Home ☐ Child's Home ☐ Family Day Care Home
(☐ Small ☐ Large)☐ Day Care Center

for the family listed on the front in _____ (Month), 19_____, for the following child(ren):

Family fee paid

Child's Name	Amount Charged Per Child	Rate Charged	Specify How Charged (per hour, day, week, month)
A.			
B.			
C.			
D.			
E. Total			

3. List the number of hours you provided child care to each child for each day of the month:

Child	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL
A.																																
B.																																
C.																																
D.																																
E.																																

Other information: _____

4. For the boxes listed below, check (✓) the one that applies to you.

☐ I certify I am a licensed child care provider and my valid license number is _____.☐ I certify I do not need a child day care license because (only one needs to apply):☐ I am related to the child: Child A: _____, Child B: _____, Child C: _____, Child D: _____.
(relationship) (relationship) (relationship) (relationship)☐ I care for my own family's child(ren) and the child(ren) from only one other family at any one time.☐ The facility is a public or private exempt school which operates a program before and/or after school for school-age children, providing the program offered by a school is operated by the school and run by qualified teachers employed by the school recreation program or school district.☐ The facility is a public or private recreation program.**CERTIFICATION**

- I declare that I am at least 18 years of age.
- I declare that I provided the child care listed above and that the hours of care and total monthly costs listed above are true and correct.
- I understand that if I am license exempt, I must apply for Trustline and Health & Safety certification registration unless I am an aunt, uncle, grandparent of a child(ren) in my care or a school or recreation facility.
- I understand that the social security number, provided above, may be used to check whether I am also receiving CalWORKs, Food Stamps, and/or Medi-Cal benefits and that I must report this income to my eligibility worker.
- I understand that I must charge the rate I charge for participant's children listed on the front, the same or lower child care rates that I charge other clients for the same service.
- I understand that the information on this form may be shared with other state and federal agencies, including the Internal Revenue Service (IRS) alternative payment programs, resource & referral agencies and the Franchise Tax Board (FTB).
- I understand that the County does not act as my employer or have a business relationship with me when I get a child care payment.
- I understand that failing to report facts or giving wrong or incomplete facts on this report can result in legal prosecution with penalties of a fine, imprisonment or both.

I declare under penalty of perjury under the laws of the United States of America and the State of California that the information contained in PART B on this report is true and correct.

SIGNATURE OF PROVIDER _____

DATE _____

SIGNATURE OF PARTICIPANT _____

DATE _____

LIST OF OBSOLETE CHILD CARE NOTICES
(List Excludes Translated Notices in Most Cases)

NA 836

TITLE: Notice of Action - Discontinue

NA 837

TITLE: Notice of Action - NET Denial

NA 838

TITLE: Notice of Action - Child Care Extension Approval

NA 839

TITLE: Notice of Action - Adjusted For Advances

CL 12A

TITLE: Cal-Learn Monthly Child Care Provider Report

CL 13

TITLE: Cal-Learn Child Care Provider Certification and Informing Notice

CL 14

TITLE: Child Care Informing Notice for Cal-Learn Participant

NA 807

TITLE: Notice of Action Discontinue NET Child Care

NA 808

TITLE: Notice of Action NET Child Care Change

NA 809

TITLE: Notice of Action NET Child Care Payment Denial

NA 809

TITLE: Notice of Action NET Child Care Payment Denial Miller vs. Carlson Back

TEMP NET 6

TITLE: (NET) Child Care Overpayment Final Notice

TEMP SCC 1 ENG/SP

TITLE: Important Notice (CDE) Subsidized Childcare

NA 100

TITLE: Notice of Action - Supplemental Child Care ENG/SP

NA 124

TITLE Notice of Action - Change in Transitional Child Care (TCC) Payment Limit

NA 122

TITLE Notice of Action - Restore Transitional Child Care TCC)

NA 150

TITLE Notice of Action - Denial-Ineligible for Transitional Child Care (TCC)

NA 151

TITLE Notice of Action - Discontinuance-Ineligible for Transitional Child Care (TCC)

NA 152

TITLE Notice of Action - Approve Eligible for Transitional Child Care (TCC)

NA 153

TITLE Notice of Action - Eligible for Transitional Child Care TCC) and Advance (TCC) Payment

NA 154

TITLE Notice of Action - Change in Transitional Child Care Eligibility Period

NA 155

TITLE Notice of Action - Transitional Child Care (TCC)

NA 156

TITLE Notice of Action - Transitional Child Care (TCC) Payment Change

NA 157

TITLE Notice of Action - Transitional Child Care (TCC) Payment Approved

NA 158

TITLE Notice of Action - Incomplete form TCC 85

NOTICE OF ACTION

COUNTY OF _____

STATE OF CALIFORNIA
HEALTH AND WELFARE AGENCY
DEPARTMENT OF SOCIAL SERVICES

Notice Date : _____
Case Name : _____
Number : _____
Worker Name : _____
Number : _____
Telephone: _____
Address : _____

(ADDRESSEE)

Questions? Ask your Worker.

State Hearing: If you think this action is wrong, you can ask for a hearing. The back of this page tells how.

As of _____ until _____, the county has approved your child care:

Your child care payment limit is figured on this notice, and is based on the information you gave us. The most we will pay for each eligible child is:

Child's Name:	Provider's Name	Payment Limit:
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

- The rate is what your child care provider charges or the most we can pay based on your area's child care costs, which ever is less.
- Child care payment will be paid to your provider.
- ☐ Because your approved activity/program is less than 30 days, you will not get another notice telling you when your payments end.
- ☐ You have chosen a provider _____ who is not licensed and must apply for Trustline registration and Health and Safety certification. Payments for child care with this provider will stop on _____ unless the county gets proof that your provider has applied for Trustline registration. You will get no further notice.

The county will only pay child care for the hours and days you are attending your approved activity/program.

YOU MUST TELL US BEFORE YOU CHANGE CHILD CARE PROVIDERS EXCEPT IN AN EMERGENCY OR WE MAY NOT BE ABLE TO APPROVE AND PAY THE NEW PROVIDER.

Child(ren): _____

\$ _____ rate

X _____ hours ☐ days ☐ weeks ☐ month

= \$ _____ per _____

Provider name: _____

Child(ren): _____

\$ _____ rate

X _____ hours ☐ days ☐ weeks ☐ month

= \$ _____ per _____

Provider name: _____

Child(ren): _____

\$ _____ rate

X _____ hours ☐ days ☐ weeks ☐ month

= \$ _____ per _____

Provider name: _____

Rules: These rules apply. You may review them at your welfare office: Welfare and Education Code Sections: 8350-8353, 8357. WIC 11322.9, 11323.6, 11323.8 and 11324.

NOTIFICACION DE ACCION

CONDADO DE

STATE OF CALIFORNIA
HEALTH AND WELFARE AGENCY
DEPARTMENT OF SOCIAL SERVICES

Fecha de la notificación : _____
Nombre del caso : _____
Número : _____
Nombre del trabajador : _____
Número : _____
Teléfono : _____
Dirección : _____

(ADDRESSEE)

¿Tiene preguntas? Comuníquese con su trabajador.

Audiencia con el estado. Si usted cree que esta acción está equivocada, puede solicitar una audiencia. En la parte de atrás de esta hoja se le explica cómo hacerlo.

A partir de _____ y hasta _____, el condado ha aprobado su cuidado de niños para:

- ☐ Cal-Learn
☐ GAIN
☐ NET

El límite del pago para el cuidado de sus niños se calcula en esta notificación, y está basado en la información que usted nos proporcionó. Lo máximo que pagaremos por cada niño y proveedor de cuidado de niños que reúnan los requisitos es:

Nombre del niño:	Nombre del proveedor:	Límite del pago:
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

- ☐ La tasa es lo que su proveedor de cuidado de niños cobra, o lo máximo que podemos pagar basándonos en el costo del cuidado de niños en su área, la cantidad que sea menor.
- ☐ Su pago para el de cuidado de niños ☐ se le dará a su proveedor
☐ se le reembolsará ☐ se le dará por adelantado ☐ otro: _____
- ☐ Ya que su actividad aprobada o su programa aprobado durará menos de 30 días, no recibirá otra notificación informándole cuándo terminarán sus pagos.
- ☐ Usted ha escogido a un proveedor que no tiene licencia, y él o ella tiene que presentar su solicitud para que se incluya su nombre en el Registro de Personas con Antecedentes Aprobados (*Trustline*). Los pagos por el cuidado de niños para este proveedor se descontinuarán el _____, a menos que el condado reciba pruebas de que su proveedor ha presentado una solicitud para que se incluya su nombre en el Registro. Usted no recibirá ninguna otra notificación.

Si los pagos para el cuidado de niños se le reembolsan, usted recibirá el pago aproximadamente 20 días después de que nos entregue su petición para un pago de cuidado de niños o un recibo.

El condado solamente pagará por el cuidado de niños que corresponda a las horas y los días que usted asista a su actividad aprobada o programa aprobado.

Reglas. Las siguientes reglas, las cuales puede revisar en la oficina de bienestar, son pertinentes: Miller vs. Carlson, MPP 42-750.1, 42-750.2, 42-750.3, 42-750.6, 42-765

USTED TIENE QUE AVISARNOS ANTES DE CAMBIAR PROVEEDORES DE CUIDADO DE NIÑOS, EXCEPTO EN CASO DE EMERGENCIA, O DE OTRA MANERA ES POSIBLE QUE NO PODAMOS APROBAR NI PAGARLE AL NUEVO PROVEEDOR.

Niño(s): _____
El cuidado de los niños que no se enumeren aquí permanece igual.

\$ _____ tasa
X _____ horas ☐ días ☐ semanas ☐ mes

= \$ _____ por _____

Nombre del proveedor: _____

Niño(s): _____

El cuidado de los niños que no se enumeren aquí permanece igual.

\$ _____ tasa
X _____ horas ☐ días ☐ semanas ☐ mes

= \$ _____ por _____

Nombre del proveedor: _____

Niño(s): _____

El cuidado de los niños que no se enumeren aquí permanece igual.

\$ _____ tasa
X _____ horas ☐ días ☐ semanas ☐ mes

= \$ _____ por _____

Nombre del proveedor: _____

NOTICE OF ACTION

COUNTY OF _____

STATE OF CALIFORNIA
HEALTH AND WELFARE AGENCY
DEPARTMENT OF SOCIAL SERVICES

Notice Date : _____
Case Name : _____
Number : _____
Worker Name : _____
Number : _____
Telephone : _____
Address : _____

(ADDRESSEE)

Questions? Ask your Worker.

State Hearing: If you think this action is wrong, you can ask for a hearing. The back of this page tells how.

As of _____ until _____:

- ☐ The county has changed the payment amount for child care from \$ _____ per _____ to \$ _____ per _____.
- ☐ The county has changed your payment method for
☐ Cal-Learn ☐ CalWorks child care from _____ to _____.
- ☐ Your child care provider has changed. Your ☐ Cal-Learn ☐ CalWorks child care at _____ has been paid through _____. Payment for _____ starts after that date.

HERE'S WHY:

- ☐ Your child care rate changed
- ☐ Your child care provider changed.
- ☐ Your child's age has changed.
- ☐ Your child care hours changed.
- ☐ The State of California changed payment limits.
- ☐ You asked for this change.
- ☐ Other: _____

Your new child care payment amount is figured on this notice.

- The county will only pay child care for the hours and days you are attending your approved activity/program.
- YOU MUST TELL US BEFORE YOU CHANGE CHILD CARE PROVIDERS EXCEPT IN AN EMERGENCY OR WE MAY NOT BE ABLE TO APPROVE AND PAY THE NEW PROVIDER.

Rules: These rules apply. You may review them at your welfare office: WIC 11322.9, 11323.6, 11323.4, 11323.8.

Welfare and Education Code Sections 8350-8353, 8357

Child(ren): _____

\$ _____ rate

X _____ hours ☐ days ☐ weeks ☐ month

= \$ _____ per _____

Provider name: _____

Child(ren): _____

\$ _____ rate

X _____ hours ☐ days ☐ weeks ☐ month

= \$ _____ per _____

Provider name: _____

Child(ren): _____

\$ _____ rate

X _____ hours ☐ days ☐ weeks ☐ month

= \$ _____ per _____

Provider name: _____

Child care for children not listed here stays the same.

The rate is what your child care provider charges or the State of California child care limit, whichever is less.

NOTIFICACION DE ACCION

CONDADO DE _____

STATE OF CALIFORNIA
HEALTH AND WELFARE AGENCY
DEPARTMENT OF SOCIAL SERVICES

Fecha de la notificación : _____
Nombre _____
del caso : _____
Número : _____
Nombre del : _____
trabajador(a) : _____
Número : _____
Teléfono : _____
Dirección : _____

(ADDRESSEE)

¿Tiene preguntas? Comuníquese con su trabajador.

Audiencia con el estado: Si usted cree que esta acción está equivocada, puede solicitar una audiencia. En la parte de atrás de esta hoja se explica cómo hacerlo.

A partir de _____ y hasta _____ :

- ☐ El condado ha cambiado el límite del pago para su cuidado de niños de ☐ Cal-Learn ☐ GAIN ☐ NET de \$ _____ por _____ a \$ _____ por _____.
- ☐ El condado ha cambiado el método para pagarle el cuidado de niños de ☐ Cal-Learn ☐ GAIN ☐ NET de _____ a _____.
- ☐ Ha cambiado su proveedor de cuidado de niños. Su cuidado de niños de ☐ Cal-Learn ☐ GAIN ☐ NET en/con _____ ya se pagó hasta _____. El pago para _____ comienza después de esa fecha.

LA RAZON ES LA SIGUIENTE:

- ☐ Ha cambiado su tasa de cuidado de niños.
☐ Ha cambiado su proveedor de cuidado de niños.
☐ Ha cambiado la edad de su niño.
☐ Han cambiado las horas de su cuidado de niños.
☐ El Estado de California cambió los límites de pago.
☐ Usted pidió este cambio.
☐ Otra: _____

En esta notificación se calcula el nuevo límite de su pago para cuidado de niños.

- ☐ Ya que su actividad de GAIN dura menos de 30 días, usted no recibirá otra notificación informándole cuándo terminarán sus pagos.

Si los pagos para el cuidado de niños se le reembolsan, usted recibirá el pago aproximadamente 20 días después de que nos entregue su petición para un pago de cuidado de niños o un recibo.

El condado solamente pagará el cuidado de niños para las horas y los días que usted asista a su actividad o programa aprobado.

USTED TIENE QUE AVISARNOS ANTES DE CAMBIAR PROVEEDORES DE CUIDADO DE NIÑOS, EXCEPTO EN CASOS DE EMERGENCIA, O ES POSIBLE QUE NO PODAMOS APROBAR NI PAGARLE AL NUEVO PROVEEDOR.

Reglas. Las siguientes reglas, las cuales puede revisar en la oficina de bienestar, son pertinentes: Miller v. Carlson, MPP 42-750.1, 42-750.2, 42-750.3, 42-750.6

Niño(s): _____

\$ _____ tasa
X _____ horas ☐ días ☐ semanas ☐ mes
= \$ _____ por _____

Nombre del proveedor: _____

Niño(s): _____

\$ _____ tasa
X _____ horas ☐ días ☐ semanas ☐ mes
= \$ _____ por _____

Nombre del proveedor: _____

Niño(s): _____

\$ _____ tasa
X _____ horas ☐ días ☐ semanas ☐ mes
= \$ _____ por _____

Nombre del proveedor: _____

El cuidado de los niños que no se enumeran aquí permanece igual.

La tasa es lo que su proveedor de cuidado de niños cobra, o lo más que podemos pagar basándonos en lo que cuesta el cuidado de niños en la zona donde usted vive, lo que sea menos.

NOTICE OF ACTION

COUNTY OF _____

STATE OF CALIFORNIA
HEALTH AND WELFARE AGENCY
DEPARTMENT OF SOCIAL SERVICES

Notice Date : _____
Case Name : _____
Number : _____
Worker Name : _____
Number : _____
Telephone: _____
Address : _____

(ADDRESSEE)

Questions? Ask your Worker.

State Hearing: If you think this action is wrong, you can ask for a hearing. The back of this page tells how.

As of _____:

- ☐ Your child care payment for is denied for _____
Month
- ☐ Your request to raise your child care payment limit is denied.
- ☐ Payment for your child care for your child, _____, is denied.

HERE'S WHY:

- ☐ You are not in an approved activity/program.
- ☐ You are already getting the most the county can pay based on your area's child care costs.
- ☐ The child care you asked for is not needed to attend your approved activity/program.
- ☐ You did not cooperate with CalWORKs program.
- ☐ Your child _____ is _____ or more years old, which is over the age we can pay for and is not disabled or under court supervision.
- ☐ You have not given us proof that show your aided child, _____, has a physical or mental condition that needs special care.
- ☐ The child care provider is your child's parent, legal guardian, or a member of your CalWORKs/Cal-Learn assistance unit.
- ☐ Your license-exempt child care provider had his/her application for Trustline denied, revoked or closed.
- ☐ You did not complete/qualify for the Health and Safety certification.
- ☐ Other:

You can also call your worker/case manager if you think this notice is wrong.

Rules: These rules apply. You may review them at your welfare office: Welfare and Education Code Sections 8350-8353, 8357. WIC 11322.9, 11323.6, 11323.4 and 11323.8

NOTIFICACION DE ACCION

CONDADO DE

STATE OF CALIFORNIA
HEALTH AND WELFARE AGENCY
DEPARTMENT OF SOCIAL SERVICES

Fecha de la notificación : _____
Nombre del caso : _____
Número : _____
Nombre del trabajador : _____
Número : _____
Teléfono : _____
Dirección : _____

(ADDRESSEE)

¿Tiene preguntas? Comuníquese con su trabajador.

Audiencia con el estado: Si usted cree que esta acción está equivocada puede pedir una audiencia. La parte de atrás de esta hoja le explica cómo hacerlo.

A partir de _____:

- ☐ Se niega su pago para el cuidado de niños proveniente de
- ☐ Cal-Learn ☐ GAIN ☐ NET.
- ☐ Se niega su petición para aumentar el límite de pagos provenientes de ☐ Cal-Learn ☐ GAIN ☐ NET.
- ☐ Se niega el pago para el cuidado de niños para su hijo _____, proveniente de
- ☐ Cal-Learn ☐ GAIN ☐ NET.

LA RAZON ES LA SIGUIENTE:

- ☐ Usted no está en una actividad/programa aprobada(o).
- ☐ No puede completar su actividad/programa aprobada(o) antes de que pasen 24 meses a partir de la fecha en que se aprobó su solicitud para NET.
- ☐ No nos ha dado un horario de clases para que aprobemos sus horas de cuidado de niños que se aproximan a sus horas de clases.
- ☐ Ya está recibiendo la cantidad máxima que puede pagar el condado con base en el costo de cuidado de niños en su área.
- ☐ El cuidado de niños que usted pidió no es necesario para que pueda asistir a su actividad/programa aprobada(o).
- ☐ Su hijo, _____ no está en su unidad de asistencia para AFDC y no está recibiendo cuidado de crianza temporal federal o pagos de SSI/SSP.
- ☐ Su hijo, _____ tiene 13 años de edad o más, por lo cual pasa de la edad hasta la que podemos pagar y no está incapacitado/discapacitado o bajo la supervisión de la corte.
- ☐ El proveedor de cuidado de niños que usted quiere, tiene que tener licencia, pero no la tiene.
- ☐ El proveedor de cuidado de niños que usted quiere no tiene el derecho legal de trabajar en los Estados Unidos de América.
- ☐ El proveedor de cuidado de niños no tiene 18 años de edad o más.
- ☐ El proveedor de cuidado de niños es el padre/madre o tutor legal de su hijo, o es miembro de la unidad de asistencia de AFDC de usted.

- ☐ No nos ha dado pruebas que muestren que su hijo que recibe asistencia, _____, tiene una condición física o mental que requiera cuidado especial.
- ☐ Se negó la solicitud que presentó su proveedor de cuidado de niños que no necesita tener licencia para la inclusión de su nombre en el Registro para Personas con Antecedentes Aprobados (*Trustline*).
- ☐ Se revocó la inclusión del nombre de su proveedor de cuidado de niños que no necesita tener licencia en el Registro para Personas con Antecedentes Aprobados (*Trustline*).
- ☐ Su proveedor de cuidado de niños que no necesita tener licencia, no completó su solicitud para el Registro para Personas con Antecedentes Aprobados (*Trustline*), por lo tanto el Departamento de Justicia cerró su caso.
- ☐ Otra:

También puede llamar a su trabajador/administrador de su caso si cree que esta notificación está equivocada.

Reglas. Las siguientes reglas, las cuales puede revisar en la oficina de bienestar, son pertinentes: Miller v. Carlson, 42-750.1, 42-750.2, 42-750.3, 42-756.

NOTICE OF ACTION

COUNTY OF _____

STATE OF CALIFORNIA
HEALTH AND WELFARE AGENCY
DEPARTMENT OF SOCIAL SERVICES

Notice Date : _____
Case Name : _____
Number : _____
Worker Name : _____
Number : _____
Telephone : _____
Address : _____

(ADDRESSEE)

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Questions? Ask your Worker.

State Hearing: If you think this action is wrong, you can ask for a hearing. The back of this page tells how.

As of _____:

Your child care payment(s) will stop.

HERE'S WHY:

- ☐ You are no longer attending an approved activity/program.
- ☐ You moved out of this county.
- ☐ You do not have to go to the approved county activity/program right now.
- ☐ You did not cooperate with the CalWORKs program
- ☐ You went off cash aid.
- ☐ You asked that your child care payments be stopped.
- ☐ Your child _____ is _____ or more years old, which is over the age we can pay for and is not disabled or under court supervision.
- ☐ Your child(ren) no longer need(s) child care.
- ☐ Your child care provider is your child's parent, legal guardian, or a member of your CalWORKs assistance unit.
- ☐ Your license-exempt child care provider _____ had his/her application for Trustline, was denied, revoked or closed.
Name
- ☐ Your income has exceeded the 75% percentile of the State median income.
- ☐ Other

You can also call your worker/case manager if you think this notice is wrong.

Rules: These rules apply. You may review them at your welfare office: Welfare and Education Code Sections 8350-8353, 8357. WIC 11322.9, 11323.6, 11323.4, and 11323.8

NOTIFICACION DE ACCION

CONDADO DE _____

STATE OF CALIFORNIA
HEALTH AND WELFARE AGENCY
DEPARTMENT OF SOCIAL SERVICES

Fecha de la notificación : _____
Nombre del caso : _____
Número : _____
Nombre del trabajador : _____
Número : _____
Teléfono : _____
Dirección : _____

(ADDRESSEE)

¿Tiene preguntas? Comuníquese con su trabajador.

Audiencia con el estado. Si usted cree que esta acción está equivocada, puede solicitar una audiencia. En la parte de atrás de esta hoja se le explica cómo hacerlo.

A partir del _____:

Se descontinuarán sus pagos de cuidado de niños de

☐ Cal-Learn ☐ GAIN ☐ NET.

LA RAZON ES LA SIGUIENTE:

- ☐ Usted ya no está asistiendo a una actividad aprobada/programa aprobado.
- ☐ Usted no puede completar su actividad aprobada/programa aprobado antes de que pasen 24 meses a partir de la fecha en que se aprobó su solicitud para NET.
- ☐ Usted está asistiendo a su actividad aprobada/programa aprobado menos de tiempo completo sin un motivo justificado.
- ☐ Usted está asistiendo a su actividad aprobada/programa aprobado menos de medio tiempo.
- ☐ Usted no está mostrando un progreso satisfactorio en su actividad aprobada/programa aprobado.
- ☐ Usted se mudó de este condado.
- ☐ En este momento, usted no tiene que asistir a la actividad/programa de Cal-Learn o GAIN.
- ☐ Usted dejó de recibir asistencia monetaria.
- ☐ Usted ahora reúne los requisitos para, o forma parte del programa de GAIN.
- ☐ Usted consiguió empleo.
- ☐ Usted pidió que se descontinuaran sus pagos para cuidado de niños.
- ☐ Su hijo(a), _____, tiene 13 años de edad o más, lo cual pasa de la edad hasta la que podemos pagar y no está discapacitado(a)/incapacitado(a) ni bajo la supervisión de la corte.

- ☐ Sus hijos ya no necesitan cuidado de niños.
- ☐ Su hijo(a), _____, ya no está en la unidad de asistencia de AFDC y no está recibiendo pagos federales de cuidado de crianza temporal ni pagos de SSI/SSP.
- ☐ Su proveedor de cuidado de niños es el padre/madre o tutor legal de su hijo(a), o es miembro de la unidad de asistencia de AFDC de usted.
- ☐ Su proveedor de cuidado de niños ya no reúne los requisitos.
- ☐ Se le negó a su proveedor de cuidado de niños, el cual está exento del requisito de tener licencia, la solicitud para que se le incluyera en el Registro de Personas con Antecedentes Aprobados (*Trustline Registration*).
- ☐ Se revocó la decisión de incluir a su proveedor de cuidado de niños, el cual está exento del requisito de tener licencia, en el Registro de Personas con Antecedentes Aprobados (*Trustline Registration*).
- ☐ Su proveedor de cuidado de niños, el cual está exento del requisito de tener licencia, no completó el proceso de solicitud para que se le incluyera en el Registro de Personas con Antecedentes Aprobados (*Trustline Registration*), así que el Departamento de Justicia cerró el caso.
- ☐ Otra

También puede llamar a su trabajador o al administrador de su caso si cree que esta notificación está equivocada.

Reglas. Las siguientes reglas, las cuales puede revisar en la oficina de bienestar, son pertinentes: Miller v. Carlson, MPP 42-750.1, 42-750.2, 42-750.3, 42-750.4, 42-765